

DTR-9020

21 SEP 1973

MEMORANDUM FOR: Deputy Director for Management and Services

SUBJECT : Agency Assistance to U.S. Federal, State
and Local Government Components

REFERENCE : [] dtd 30 August 1973, same subject

1. In response to the requirements stated in the referent, I have attached summaries of the activities engaged in by the Office of Training. Except as noted in paragraph 2, each activity is reported separately and follows the prescribed format as closely as possible. Any further assistance which OTR undertakes hereafter, will be reported at the time the activity is initiated.

3. If you determine that the [] activities fall within the meaning of the notice, I will forward the necessary information immediately.

Alfonso Rodriguez
Director of Training

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Next 1 Page(s) In Document Exempt

Financial Costs:

Negligible

Manpower:

Negligible

Agency Employee to Consult for Additional Information:

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Chief, Plans and Development Staff,

AGENCY ASSISTANCE TO U. S. FEDERAL,
STATE, AND LOCAL GOVERNMENT COMPONENTS

Directorate: Management and Services

Component : Office of Training

Summary Description of Agreement, Arrangement and/or Practice of Providing
Support and AssistanceDescription of Activity (including relevant dates):

1. As part of its briefing program, OTR conducts a series of visits by groups of officers participating in courses conducted by member agencies of the Community. These visits are commonly referred to as a "Day at CIA."

Essentially, the visits are a series of briefings covering such topics as CIA's current mission in the Intelligence Community, the production of current intelligence, an overview of the responsibilities of the Directorates, and as appropriate to the visiting groups, the strategic capabilities of the USSR and China, and the role of the Agency in scientific operations. For one or two visits, a tour of the Operations Center is included.

The programs are from a half day to two days and include presentations by the Director, his Deputy Director, the four Deputy Directors or their Associate Directors, plus other senior officers. Specifically, the programs are the:

JCS/DIA Orientation -- two days; semi-annually; for approximately 60 senior officers. The most recent visit was in May 1973; the next is scheduled for November 1973.

Senior Seminar in Foreign Policy (Department of State) -- one day; annually; for approximately 25 officers. The most recent visit was 15 January 1973; the next is scheduled for January or February 1974.

Special Research Interns (National Security Agency) -- five hours; annually; for approximately 25 officers. The most recent visit was on 9 August 1973; the next is scheduled for the summer of 1974.

Foreign Area Officer Course (Department of the Army, Fort Bragg, N. C.) -- four hours; semi-annually; for approximately 35 officers. The most recent visit was 4 May 1973; the next is scheduled for 19 October 1973.

National Senior Cryptologic Course (National Security Agency) -- one day; semi-annually; for approximately 45 officers. The most recent visit was 1 May 1973; the next, scheduled for the fall of 1973 has been cancelled to permit revision of the course. The next visit is expected to be in the spring of 1974.

Intelligence and Foreign Policy (Department of State) -- two days; one or two times annually; 20 officers. The most recent visit was in May 1973; the next is scheduled for 18-19 October 1973.

Seminar on Foreign Policy (Federal Executive Institute) -- three hours; three or four times annually; for approximately 20 participants. The most recent visit was 18 June 1973; the next is scheduled for 1 October 1973.

2. In addition, OTR's Briefing Officer provides one to four-hour unclassified briefings at Headquarters to such groups as the Summer Interns from the University of California, and the Presidential Classroom. On occasions, he briefs groups at area public schools. These requests normally come through the Assistant to the Director. In the case of the Presidential Classroom, the request is through the Director of Personnel.

Location of Assistance:

Headquarters, except as noted in Paragraph A-2.

Organization(s) Involved:

Reference: Paragraph A-1: Department of State, Department of Defense, the National Security Agency, and the Federal Executive Institute.

Basis or Reason for Activity:

OTR's briefing program is in support of the Community's training programs. Requests for these programs have become routine and, except in the case of the Senior Seminar in Foreign Policy, all are addressed to the Director of Training.

Financial Costs:

Negligible

Manpower:

Support from two OTR Officers, plus the time of CIA's guest speakers.

Agency Employee to Consult for Additional Information:

STAT Chief, Intelligence Institute, STAT

AGENCY ASSISTANCE TO U. S. FEDERAL,
STATE, AND LOCAL GOVERNMENT COMPONENTS

Directorate: Management and Services

Component : Office of Training

Summary Description of Agreement, Arrangement and/or Practice of Providing Support and Assistance

Description of Activity (including relevant dates):

The Office of Training provides for a one-half day of instruction in the Narcotics Control Interagency Training Program conducted at the Foreign Service Institute. (Originally, CIA's input into the program was one and one-half days and such was the case for the first three runnings of the course, which began in October 1972.)

Present instruction consists of a briefing on the Intelligence Community and CIA's role in the Community. This is followed by a one and one-half hour discussion of the Agency's role in the overseas attack on narcotics and generally, what CIA can do to support U. S. drug enforcement agencies overseas. Participants are from the Bureau of Customs and the Drug Enforcement Agency. Normally, only a small percentage of the participants is scheduled for PCS assignments overseas. Those who have definite assignments however, are given an additional two-day briefing by NARCOG representatives on Customs and DEA relationships with CIA's Station personnel and on established procedures for working with our personnel.

The dates of OTR's participation were 9-10 October and 1-2 November 1972; 23-24 January, 13 March, 17 April, 22 May, and 14 August 1973. The program is scheduled to be given six times in FY 74; exact dates are not yet set.

Location of Assistance:

Foreign Service Institute

Organization(s) Involved:

Bureau of Customs and the Drug Enforcement Agency.

Basis or Reason for Activity:

Mr. Walter Minnick, Chairman of the Coordinating Subcommittee of the Cabinet Committee on International Narcotics Control, initiated the request for a narcotics control program to be developed and conducted for those officers from the Bureau of Narcotics and Dangerous Drugs and in the Bureau of Customs who were to be assigned to overseas posts. Agency assistance in the presentation of the courses was requested on 19 June 1972 by Howard E. Sollenberger, Director of the Foreign Service Institute.

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SUMMARY

Financial Costs:

Very slight, involving only the services of two OTR instructors and the NARCOG representatives who participate.

Manpower:

No other than which is required in support of the course.

Agency Employee to Consult for Additional Information:

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Chief, Functional Training Division,

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AGENCY ASSISTANCE TO U.S. FEDERAL,
 STATE, AND LOCAL GOVERNMENT COMPONENTS

Directorate: Management and Services

Component : Office of Training

Summary Description of Agreement, Arrangement and/or Practice of Providing
 Support and Assistance:

Description of Activity (including relevant dates):

Support to programs conducted by the Defense Intelligence School (DIS) through the assignment of a full-time CIA officer to the DIS and who serves as the CIA liaison officer and our faculty advisor. The support consists of:

1. Guest-speaker Resources - Approximately 250 separate presentations are made by CIA personnel during a fiscal year. Including the DCI and DDCI, there were a total of 125 different speakers in FY 73. The broad categories of matters covered in these presentations (plenary and seminar sessions) include --

- overall mission and functions of CIA
- key responsibilities of the DCI
- the relationship of CIA to the policy levels and remainder of the Intelligence Community
- area analysis (current intelligence)
- problems in intelligence collection, processing, analysis, interpretation, and reporting
- topical and functional intelligence (e.g., biographic and economic)
- selected aspects of operations activity
- support and management in intelligence operations

Courses, for example, in which these presentations take place are the Attache and the National Senior Intelligence Courses. (Approximately 650 students at the DIS -- from as many as ten agencies and services -- hear CIA presentations during the course of a year.)

2. Training Materials - Films, programmed texts, study guides, documents (both classified and unclassified) and other training materials are provided on request and on a 'need-to-know' basis. (Examples include a programmed text on topographic map reading and four [redacted])

-- [redacted]

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3. Faculty Assistance - Provided to Commandant, DIS, his faculty and staff members in curriculum design and evaluation of instruction.

Location of Assistance:

The Defense Intelligence School -- Bldg. T-4, T-5, T-6, Naval Annex, Anacostia, Washington, D. C.

Organization Involved:

Defense Intelligence School.

Basis or Reason for Activity:

Support to DIS originated in a series of requests for Agency resources soon after the establishment of the DIS as an element of DIA in 1961. During the past ten years, the nature of the support has remained somewhat the same, but the scope and topical coverage has reflected changes in the Intelligence Community and in the educational needs of DIS. Except for certain official contacts, CIA's support is channeled via CIA's Office of Training.

Financial Costs:

Salary of the full-time CIA representative; cost of training materials is negligible.

Manpower:

One full-time professional intelligence officer at Anacostia; and CIA Guest Speakers for approximately 450 hours of instruction.

Agency Employee to Consult for Additional Information:

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[] Chief, Intelligence Institute, []

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30 August 1973

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AGENCY ASSISTANCE TO U.S. FEDERAL,
STATE, AND LOCAL GOVERNMENT COMPONENTS

Directorate: Management and Services

Component : Office of Training

Summary Description of Agreement, Arrangement and/or Practice of Providing
Support and AssistanceDescription of Activity (including relevant dates):

The Office of Training, in accordance with the provisions of various National Security Council memoranda and NSC Under Secretaries' memoranda provides a senior officer to the Foreign Service Institute, Department of State, to assist in the conduct of the Foreign Affairs Executive Seminar. The assistance includes handling arrangements for the Agency presentation to the FAES, coordinating Agency attendance, and serving as faculty adviser to one of the regional Seminars which focus on U. S. objectives in five different geographic areas -- Europe, East Asia, American Republics, Africa, and Near East.

The format for CIA's presentation, which is given at Headquarters, consists of an opening address, usually by the Director, on the role of intelligence in the formulation of U. S. foreign policy; briefings by DDI officers to each of the regional seminars on topics pre-selected by the students; and lunch in the Rendezvous Room. The Seminar is three weeks and is offered six times a year.

Location of Assistance:

Department of State Annex 15, 1800 North Kent Street, Arlington.

Organization(s) Involved:

Department of State, Department of Defense, (including the Services and the JCS), the Agency for International Development, the Central Intelligence Agency, the U. S. Information Agency, the Departments of Treasury, Commerce, Agriculture, Labor, Health, Education and Welfare, the Atomic Energy Commission, and the Arms Control and Disarmament Agency.

Basis or Reason for Activity:

NSAM - 124, January 18, 1963, "Establishment of Special Group on Counter-Insurgency."

NSAM - 182, August 24, 1963, "Counter-Insurgency Doctrine."

NSAM - 283, February 13, 1964, (Supercedes NSAM 131), "U. S. Overseas Internal Defense Training Policy and Objectives."
NSDM 20, July 10, 1969, "U. S. Foreign Internal Defense Policy."
NSC-U/SM 34B, October 22, 1969, "Training in Foreign Internal Defense."
NSC-U/SC 9 2A, July 7, 1971, "National Interdepartmental Seminar."

Financial Costs:

Salary of the full-time CIA representative and a percentage of the FAES budget. (In FY-73 the total FAES budget was about \$300,000 and the Agency's share was \$12,131.)

Manpower:

One full-time professional intelligence officer at FAES.

Agency Employee to Consult for Additional Information:

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Chief, Intelligence Institute,

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AGENCY ASSISTANCE TO U.S. FEDERAL,
STATE, AND LOCAL GOVERNMENT COMPONENTS

Directorate: Management and Services

Component : Office of Training

Summary Description of Agreement, Arrangement and/or Practice of Providing Support and Assistance:Description of Activity (including relevant dates):

The interagency portion of the Information Science Training Program involves essentially three basic courses: Information Science for Intelligence Functions (4 weeks), Survey of Intelligence Information Systems (3 weeks), and Information Science for Managers (1 week). They provide either training or orientation in the application of computer science, operations research and systems analysis to common intelligence tasks. (Each course is presented three times a year for a total of approximately 24 weeks of interagency instruction.) Also, segments of orientation to information science are provided in ongoing courses conducted at DIA's Defense Intelligence School (DIS) and at NSA's National Cryptologic School (NCS) totalling approximately five additional weeks of instruction per year. Courses and course segments are also provided especially for single components in CIA and with no outside participation.

Location of Assistance:

Chamber of Commerce Building for basic courses; DIS and NCS for course segments related to their programs.

Organizations Involved:

Principal student participation has been from CIA, DIA, and NSA. Additionally, there has been consistent representation, but on a smaller scale, from Army, Navy and Air Force Intelligence Commands, and occasional participation by the Secret Service, Bureau of Customs and the Department of State. Most recently at the direction of the Director, W. E. Colby, participation by the Secret Service and the Bureau of Customs has been discontinued.

Basis or Reason for Activity:

In June 1965 the President's Foreign Intelligence Advisory Board (PFIAB) recommended the training and retraining of Intelligence Community personnel engaged in information-handling activities and in systems thinking and systems skills. In March 1967, Richard Helms, the Director, acting in response to

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an exhaustive study of Information Science Training For Intelligence Community Personnel by the Committee on Documentation of the United States Intelligence Board, requested DoD to develop at DIA specialized courses in information science for Intelligence Community participation. As a result, the Information Science Center (ISC) was established at the Defense Intelligence School (DIS) in 1969, and courses were conducted from 1969 through 1972. The ISC was closed as a DoD activity effective 30 June 1972 because of DoD budgetary cuts and reductions in other resources. In May 1972, W. E. Colby, then the Executive Director-Comptroller, instructed the Office of Training to assume responsibility for this activity and a full schedule of courses was conducted at DIS facilities under CIA management in FY 1973. In August 1974, this activity was moved to the Chamber of Commerce Building and a schedule of courses for FY 1974 commenced on 17 September.

Financial Costs:

Alterations, Furnishings & Equipment of New Training Location:
164K (FY 1973 Funding)

Estimated Operating Costs:

Personal Services	270K
Other	89K
TOTAL	359K (FY 1974 Funding)

Manpower:CIA:

1 Chief
4 Instructors
2 Secretaries/Training Assistants

NSA:

1 Instructor
1 Intern Detailee
Guest Speaker Support

DIA:

Guest Speaker Support
(DIA also provides computer support for the program)

Agency Employee to Consult for Additional Information:

Chief, Functional Training Division,

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